

**BLET REVISION COMMITTEE MEETING
DOC OSDT
Apex, NC
October 31, 2008**

Bob Yow called the meeting to order at 10:00 a.m. The meeting was held at the Department of Correction, Office of Staff Development and Training, Apex, NC. Carolyn Holland called the roll.

Members Present:

Nancy Bennett
Jason Godwin
Laura Kruger
Wayne Lamm
Sammy Turner
Steve Warren

Ex-Officio Members Present:

Autumn Hanna, Sheriffs' Standards Division
Joy Strickland, NC Dept. of Justice
Pam Pope, Criminal Justice Standards Division

Staff Present:

Bob Yow, NC Justice Academy
Carolyn Holland, NC Justice Academy

Visitors Present:

Mark Dearry, Criminal Justice Standards Division
Chris Anderson, NC Justice Academy
Tracy McPherson, NC Community College System
Richard Hammett, Charlotte-Mecklenburg Police Dept.

Jon Worthington could not attend; however, he provided Bob with his proxy.

Bob asked for approval of the minutes from the April 4, 2008 meeting. Joy Strickland asked that the minutes be amended to show clarification concerning the Grading of Push-ups for POPAT (page 6 of the minutes). Joy explained that she stated that for this particular lesson plan there is a mandate for the students that they "shall" perform in a certain way—shall is a mandate. A rule change would be required in order for school directors to exercise discretion in this area.

Wayne Lamm made a motion to approve the minutes from the April 4, 2008 meeting with the change noted by Joy Strickland. Laura Kruger seconded. The motion was approved.

OLD BUSINESS

Task Analysis Report

Bob reported that a copy of the report was sent to Committee members. The report was presented by Mark Dearry at the last E & T meeting. Wayne Woodard summarized the report in a memorandum that was included in the report. His memo talks about specific tasks and the kinds of actions that need to be taken as a result of those tasks being approved. One correction was noted to the memo: task #15, even though the consultant recommended removal, the Sheriffs' Commission and the CJ Commission recommended the task be retained in BLET. This task concerns cast impressions in crime scenes—E&T wants the material to be included in the BLET lesson plan, but the exercise requiring pouring of the cast is not to be included.

Bob explained the revisions to BLET as a result of the final task analysis report will be done in phases. The first phase of revisions will be covered in today's meeting and will become effective January 1, 2009. The second phase will be covered at the next BLET Revision Committee meeting and revisions will become effective July 1, 2009. Therefore, by July 1, 2009, all lesson revisions as a result of the task analysis should be implemented.

Bob indicated there will be changes to POPAT. John Combs will present to the BLET Revision Committee in January the recommendations. Validation of the new POPAT will be necessary and some schools will be asked to participate in the validation process.

Bob stated that information on gangs will be added to BLET, along with sex offender registration material.

Bob proceeded with the recommended revisions to BLET contained in Wayne Woodard's memo and the consultant's report. New objectives were added that did not require any content additions and objectives and material were deleted that the consultant and Commissions agreed needed to be removed.

Arrest, Search and Seizure

Task #58 requires a new objective but no new content is needed (p. 51 of report). New objective #7 addresses this task: "Identify procedures following arrest." The content is already in the lesson plan and providing phone access to legal counsel is one of these procedures.

Task #126 requires a new objective but no new content is needed (p. 52 of report). New objective #13 addresses this task: "Identify the situations when only a District Attorney's Office may apply for a warrant or order." This content is already in the lesson plan and specifically concerns situations where the District Attorney's Office must be utilized.

Task #18 requires a new objective but no new content is needed (p. 51 of report). New objective #18 addresses this task: "Identify the statutory requirements of conducting a photographic lineup." This content is already in the lesson plan and is enhanced by a new handout previously distributed to law enforcement agencies in the spring of 2008.

Bob summarized that for Arrest, Search and Seizure/Constitutional Law, three new objectives are being added. He asked for a motion.

Using Jon Worthington's proxy, Bob moved adding the three new objectives to Arrest, Search and Seizure/Constitutional Law. Steve Warren seconded. The motion was approved.

Elements of Criminal Law

Task #39 requires a new objective (p. 51 of report). The consultant indicated that the information on statute of limitations was already a topic area in the outline and students learned about the topic when reading the text on *North Carolina Crimes*; an objective was needed. New objective #2 was added: "Define statute of limitations." Additional content was added from *North Carolina Crimes* to better clarify the material.

Steve Warren made the motion to add the objective and content to Elements of Criminal Law. Sammy Turner seconded. The motion was approved.

Criminal Investigation

Task #4 requires a new objective but no new content is needed (p. 51 of report). New objective #6 addresses this task: "Identify the questions an officer should be able to answer about evidence collected at a crime scene." There is a heading for this content material which clearly relates to the objective.

Task #20 requires a new training objective but no new content is needed (p. 51 of report). New objective #16 addresses this task: "Identify the concerns specific to show-up procedures."

Objective #15, "Recognize the statutory requirements necessary to conduct a legal eyewitness identification procedure," is deleted since content on this area is now in Arrest, Search and Seizure/Constitutional Law. Also, objective #16, "In a practical exercise, demonstrate the use of a photographic lineup as an eyewitness identification procedure," is deleted for the same reason.

Wayne Lamm made the motion to add objectives #6 and #16 and delete objectives #15 and #16 to Criminal Investigation. Laura Kruger seconded. The motion was approved.

Motor Vehicle Law

Task #188 requires a new objective (p. 52 of report). Current objective #1 is revised to address this task: "Recognize violations regarding: a) Drivers license provisions, b) Registration and vehicle plate requirements, c) Equipment safety inspection provisions, d) Vehicle operation, e) Driving while impaired." Some additional material on vehicle plate requirements has been added to supplement the content.

Task #185 requires a new objective but no new content is needed (p. 52 of report). New objective #4 is added to address this task: "Identify legal issues and basic practices relating to establishing and conducting stationary roadblocks."

Steve Warren made the motion to revise objective #1 and add objective #4 to Motor Vehicle Law, along with the additional lesson plan content. Wayne Lamm seconded. The motion was approved.

Controlled Substances

Task #5 is to be deleted from BLET (p. 32 of report). Current objectives #3 and #4 are deleted, along with content and the practical exercise related to these objectives. These objectives are: #3: “Demonstrate the basic safety procedures to be followed in preparing a suspected substance for a field test”; #4: “Given a sample substance and a field test kit, demonstrate the ability to perform a field test following the manufacturer’s guidelines.”

Task #55 is to be deleted from BLET (p. 34 of report). Current objectives #10, #11, #12, and #13 are deleted, along with content related to these objectives. The objectives being deleted read as: #10: “Define the term ‘undercover’ and list five (5) desirable characteristics of a good undercover officer”; #11: “Given a fact situation, decide which undercover technique should be utilized for an effective investigation”; #12: “Identify the elements of an acceptable undercover story”; #13: “List the details that should be included in an undercover investigative report.”

Steve Warren asked if it would still be permissible to conduct the field test kits if schools wished to. Staff indicated that it would be permissible.

Jason Godwin mentioned students in his recent BLET course indicated there was some question of continuity between types of surveillance (terminology) mentioned in Criminal Investigation and Controlled Substances. Bob stated he would review this subject area.

Steve Warren made a motion to delete objectives #3, #4, #10, #11, #12, and #13, along with the content related to these objectives in the Controlled Substances outline. Jason Godwin seconded. The motion was approved.

In-Custody Transportation

Task #69 is to be deleted from BLET (p. 34 of report). Current objective #2 is deleted, along with content related to the objective. The objective reads: “List six items that a commitment order or blue sheet must contain before a person can be accepted into detention facility.”

Task #79 is to be deleted from BLET (p. 35 of report). Current objective #16 is deleted, along with information related to the objective. The objective reads: “Given several items of personal property, perform the following tasks: a. Search items, b. Write accurate descriptions, c. Complete inventory slip.”

Bob stated that another block in BLET covers other confinement issues.

Steve Warren made a motion to delete objectives #2 and #16, along with the content related to these objectives in In-Custody Transportation. Wayne Lamm seconded. The motion was approved.

Patrol Techniques

Task #393 requires a new objective (p. 54 of report). New objective #2 addresses this task: “Describe the differences between conspicuous patrol and inconspicuous patrol.” The consultant used the term “directed patrol,” but the current lesson plan uses the terms “conspicuous patrol

and inconspicuous patrol.” Rather than adopting his terminology, it is proposed to use the current terminology of conspicuous patrol and inconspicuous patrol.

Steve Warren made a motion to add objective #2 to Patrol Techniques. Sammy Turner seconded. The motion was approved.

Bob stated this concludes phase one of the revisions based on the task analysis. He asked if there were any questions concerning the process so far.

Steve Warren stated his concern about changes to the obstacle course. The current course was costly to construct, using a lot of concrete. He asked that these concerns be considered in modifying the POPAT course. Bob indicated he would relay that concern to John Combs.

First Responder

Bob reported that after receiving the results of the task analysis, he met with Steve Boone who has been helpful in the content of the pilot lesson plan. Bob asked him to compare the content of the pilot lesson plan with the task analysis to make sure it conformed to the tasks relating to first responder. As a result, Steve recommends revising objective #10 in the pilot First Responder to add animal bites, poisoning, and sprains, strains and fractures. The revised objective will read: “Describe care for the following injuries: a. Avulsions and amputations, b. Impaled objects, c. Sucking chest wound and flail chest injury, d. Evisceration, e. Animal bites, f. Burns, g. Poisoning, h. Head injuries, i. Sprains, strains and fractures.” Minor revisions in content will be added to the lesson plan.

Steve Warren made a motion to make the addition to objective #10 and to add the content related to this objective to the pilot First Responder lesson plan. Wayne Lamm seconded. The motion was approved.

Steve brought up the tabled issue from the last meeting on manikins and what was decided concerning using manikins that provided a printout showing whether students passed.

After discussing the issue again, it was decided to contact Steve Boone for his opinion. Bob suggested contacting the four entities concerning their standards. Jason agreed to talk with his department chair who is the regional director for one of the four entities. The issue was again tabled until the next meeting and will be discussed after these contacts have been made and more information obtained.

Bob presented the timeline for implementation of the new First Responder block of instruction. A public hearing will be held on November 20 with the proposed rule changes that were recommended to E & T and passed by the Commission. The proposed changes are to reduce the hours from 40 to 32 and adopt this pilot lesson plan as being the required First Responder content area. The pilot lesson plan corresponds to the national first responder curriculum in topic areas. Schools could still use commercially produced text to supplement the lesson plan, but no commercially produced text will be required. This lesson plan will probably go into effect July 1, 2009.

This training will not certify participants as first responders.

PBL Pilots

Richard Hammett talked about Charlotte-Mecklenburg's program. It recently used the PBL in the Patrol Techniques and Techniques of Traffic blocks. He stated it was well received and that the test scores were in range with the other classes. The feedback has been positive from students.

Wayne stated his program also received positive feedback and the grades were good. They have stressed to the students the need to read and prepare prior to class.

Steve stated they incorporated some of the PBL program. He prepared a worksheet for students to help them prepare for the PBL delivery. He stated that students who hold jobs will have difficulty in reading and preparing prior to the class.

Laura also had positive feedback from their participants. They have conducted it once and plan to do it again in the upcoming academy. Only one student stated more classroom lecture was needed. Their test scores were good.

Bob asked if the pilot schools would be interested in adding additional topic areas to be taught using the PBL delivery. Members indicated they would. Bob will report to E&T that schools are going well, especially so for closed academies, but there are some concerns with participants who are currently employed. Also, colleges have some concerns about additional instructor costs. He will request that pilots be continued and allow schools at their discretion to use the PBL methodology in adding more BLET topics. A final recommendation will probably be presented to E&T for implementation of allowing schools to use PBL, but not require them, in July 2009.

Bob stated that in the interim, committee members should be thinking about prerequisites for schools who plan to use PBL—whether to require attending training sessions at the pilot locations.

Jason requested that the language in the request to pilot be modified. The current verbiage requires attending Charlotte's PBL delivery and his instructors were not allowed by their agency to take off days to travel to Charlotte.

Bob recommended modifying the original proposal to allow schools to observe any existing pilot schools for PBL. He will present this recommendation at the next E&T meeting, along with his report concerning the PBL deliveries completed so far.

Steve Warren made a motion to modify the original proposal allowing pilot schools to observe other approved PBL piloting sites instead of just Charlotte-Mecklenburg Police Dept.; recommend the existing pilot sites be allowed to add other BLET topic areas. The pilot schools are Charlotte-Mecklenburg Police Dept., Catawba Valley Community College, Fayetteville Police Department, Johnston Community College, Nash Community College, Pitt Community College, and Western Piedmont Community College. Wayne Lamm seconded. The motion was approved.

Committee members discussed whether pilot schools were required to show PowerPoint slides since they were piloting the blocks. Wayne stated he thought they were required to show them since the *Course Management Guide* stated so. Joy Strickland stated unless the initial proposal had indicated the schools could be excluded from following the *Course Management Guide*, they must follow the *Course Management* guidelines.

Bob asked if members wanted him to approach E&T about clarification concerning pilot status of schools and the requirement to show slides.

Jason asked about the decrease in the standards for BLET if schools are allowed alternative delivery methods. Pam answered that the standards would still be prevalent, just the delivery method is different. Tracy McPherson asked where is the accountability for delivery of the material when using PBL methodology. Wayne indicated that pilot schools are accountable because they must still teach what is in BLET; schools just teach it in an alternative way from traditional methods. Laura mentioned that pilot students are still tested on the objectives. Richard Hammett stated they give the students a printed copy of objectives that will be covered during each day of training. This material is kept in the course files.

Bob asked members to keep all this discussion in mind as the time draws closer to a final recommendation to E & T.

Hazmat

Chris Anderson from the Justice Academy updated the Committee on the Explosives and Hazardous Materials Specialized Instructor program. His committee has finalized the training program and that product will be presented to E & T at the November meeting. He explained the program will consist of 71 hours on three key areas: Hazardous Materials Training to the Operations Level, Explosives Training to the Awareness Level, and BLET review/instruction.

The course is a text-based course and the three documents used are: *Hazardous Materials for First Responders*, 3rd Edition; *IED Awareness for First Responders*; and *Explosives and Hazardous Materials Emergencies* (NCJA, BLET).

Chris reported that some recent changes in the National Fire Protection Association (NFPA) 472 have prompted changes to the Specialized program and also BLET lesson plan. Specifically, NFPA has revised definitions as follows:

Awareness Level Personnel: those individuals who, in the course of their normal duties, might be first on scene but are not first responders. Examples include: public works, maintenance personnel, and others who see the event occur and can follow the actions prescribed in NFPA 472 4.2.

Operations Level Responders: an individual who is tasked to respond to the scene of a hazardous materials/WMD incident during the emergency phase is viewed as an operation level responder. This level included fire, rescue, law enforcement, emergency medical services, private industry, and other allied professionals. Prior competencies

have been divided into two levels: Core Competencies and Mission Specific Competencies.

Jason asked if this new classification is being enforced by OSHA or any other regulatory agency to where police officers will be required to have a specific level. Chris answered that OSHA has always required an awareness level. If officers have done the training that has always been done (awareness), they are now at the operations level.

Sammy Turner asked whether current Hazmat instructors will be required to go through this new program. Chris answered that the recommendation would be made to E&T that an update class be given to currently certified Hazmat instructors. This update class would consist of the second week of the Specialized Instructor program—Explosives Training and BLEET review/instruction.

Sammy asked whether an exam would be administered for both the specialized course and the update. Chris indicated that there would be a state exam for the specialized course but the update testing issue was yet to be determined. Pam asked whether Chris recommended students in the update course take the entire test. Chris answered no; he felt they should be tested only on the material presented in the update.

Bob stated that Chris had volunteered to revise the BLEET Explosives and Hazardous Materials lesson plan, which would become effective July 1, 2009.

NEW BUSINESS

Rapid Deployment

Bob stated that the Columbine video was no longer available from CBS News. This is a required video. A request could be made to CBS for copyright permission or the video could be made optional.

Jason recommended contacting CBS for copyright permission.

Subject Control/Arrest Techniques

Bob explained that some time ago, John Combs revised this lesson plan to show options of force are taught rather than an absolute and strict continuum. John recommended revising the current lesson plan to eliminate the word “continuum” and replace it with “force options.” Therefore, objective #1 should be revised to say: “List and explain the force options.”

Wayne Lamm made the motion to revise objective #1 and replace the term “continuum” with “force options” throughout the Subject control/Arrest Techniques outline. Steve Warren seconded. The motion was approved.

Legal Counsel’s Report

Joy had nothing to report.

Criminal Justice Standards Division Report

Pam reported that they would soon be filling the Eastern Field Rep position.

Sheriffs' Standards Division Report

Autumn had nothing to report.

OTHER BUSINESS

The next meeting will be held January 9, 2009, 10 a.m., at Johnston Community College.

Bob welcomed Sammy Turner to the committee. He replaces Mark Trull who relinquished his responsibilities on the committee.

The meeting adjourned at 11:50 a.m.